

Sample Cover Letter (02-03)

**Customer Number  
Batch Update  
Cover Letter****Address to:**

Mail Stop EBC  
Commissioner for Patents  
P.O. Box 1450  
Alexandria VA 22313-1450

**Dear Commissioner for Patents:**

Please associate the customer number: 41894  
with the correspondence address or the fee address, as shown on the  
attached spreadsheet.

For each application listed on the attached spreadsheet, I am:

Select one:

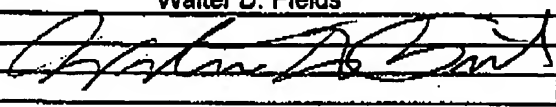
☐

The Inventor and there is no registered patent attorney or agent  
of record.

☒

An Attorney or Agent of Record

*Typed or printed name, signature and Registration Number (if any):*

Printed Name / Signature	Registration Number
Walter D. Fields	37130
	

*Note: Signatures of (1) all of the applicants or, if deceased, their legal representative(s), or (2) a  
registered patent attorney or agent of record are required.*

Date: May 13, 2004 Telephone Number: 360-750-9936

Recognizing that Internet communications are not secure, I hereby authorize the USPTO to  
communicate with me concerning any subject matter of this customer number update request by  
electronic mail. I understand that a copy of the confirmation of the change of address, but not the  
e-mailed confirmation, will be made of record in the application file(s).

E-mail Address: walt@fieldsip.com

**Appendix A**

mailed 5-18-04  
(SS)